



**CITY OF SOUTH PASADENA**

OFFICE OF THE CITY CLERK

1414 MISSION STREET, SOUTH PASADENA, CA 91030

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June 16, 2011

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

Sachi A. Hamai  
Executive Officer  
Board of Supervisors  
Kenneth Hahn Hall of Administration  
500 W. Temple Street, Room 383  
Los Angeles, CA 90012

57 July 5, 2011

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Ms. Hamai:

Enclosed are City of South Pasadena City Council resolutions calling a General and a Special Municipal Election for November 8, 2011, for the election of City Councilmembers and a City Treasurer, and requesting County services for a consolidated election. In addition, a resolution is enclosed adopting regulations for candidate's statements.

On July 6, the City Council is scheduled to adopt a resolution to add a Measure for a Utility Users' Tax renewal to the ballot. I will send you the approved resolutions July 7<sup>th</sup>, if the Council approves.

Copies of the resolutions have been faxed and mailed to the LACRR/County Clerk Election Planning and Coordination Section.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Sally Kilby".

Sally Kilby  
City Clerk



**RESOLUTION NO. 7160**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
CALLING FOR THE HOLDING OF A GENERAL  
MUNICIPAL ELECTION TO BE HELD ON TUESDAY,  
NOVEMBER 8, 2011, FOR THE ELECTION OF CERTAIN  
OFFICERS, AND CALLING FOR THE HOLDING OF A  
SPECIAL MUNICIPAL ELECTION TO BE HELD ON  
TUESDAY, NOVEMBER 8, 2011, FOR THE ELECTION  
OF A CITY TREASURER TO FILL A VACANCY,  
AS REQUIRED BY THE PROVISIONS OF  
THE LAWS OF THE STATE OF CALIFORNIA  
RELATING TO GENERAL LAW CITIES**

**WHEREAS**, under the provisions of the laws relating to General Law cities in the State of California, a General Municipal Election shall be held on November 8, 2011, for the election of Municipal Officers; and

**WHEREAS**, a vacancy in the office of City Treasurer was created by the resignation of Victor A. Robinette on June 1, 2011; and

**WHEREAS**, the term of office in which the vacancy occurs ends November 2013.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of South Pasadena, California, on Tuesday, November 8, 2011, a General Municipal Election for the purpose of electing three Members of the City Council for the full term of four years.

**SECTION 2.** That pursuant to the requirements of the laws of the State of California relating to General Law cities, there is called and ordered to be held in the City of South Pasadena, California, on Tuesday, November 8, 2011, a Special Municipal Election for the purpose of electing a City Treasurer for the unexpired term of office in which the vacancy was created by the resignation of Victor A. Robinette, which ends November 2013.

**SECTION 3.** That the ballots to be used at the election shall be in form and content as required by law.

**SECTION 4.** That the City Clerk is authorized, instructed and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

**SECTION 5.** That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Election Code § 10242, except as provided in § 14401 of the Elections Code of the State of California.

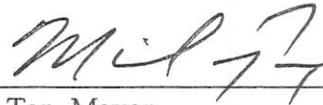
**SECTION 6.** That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

**SECTION 7.** That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

**SECTION 8.** That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**SECTION 9.** The City Council authorizes the City Clerk to administer said election, as conducted by the County of Los Angeles, and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

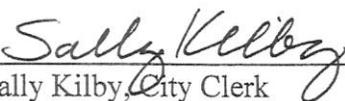
**PASSED, APPROVED AND ADOPTED ON** this 15<sup>th</sup> day of June, 2011.



Mike Ten, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

  
Sally Kilby, City Clerk

  
Richard L. Adams II, City Attorney

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day of June, 2011, by the following vote:

**AYES:** Cacciotti, Putnam, Schneider and Mayor Ten

**NOES:** None

**ABSENT:** Sifuentes

**ABSTAINED:** None

  
\_\_\_\_\_  
Sally Kilby, City Clerk

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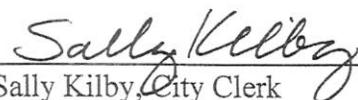
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Mike Ten, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

  
Sally Kilby, City Clerk

  
Richard L. Adams II, City Attorney

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**AYES:** Cacciotti, Putnam, Schneider and Mayor Ten

**NOES:** None

**ABSENT:** Sifuentes

**ABSTAINED:** None

  
\_\_\_\_\_  
Sally Kilby, City Clerk

**RESOLUTION NO. 7161**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
REQUESTING THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE  
A GENERAL AND A SPECIAL MUNICIPAL ELECTION  
TO BE HELD ON NOVEMBER 8, 2011, WITH THE  
SCHOOL ELECTION TO BE HELD ON THE DATE  
PURSUANT TO § 10403 OF THE ELECTIONS CODE**

**WHEREAS**, the City Council of the City of South Pasadena called a General Municipal Election to be held on November 8, 2011, for the purpose of the election of three Members of the City Council for terms that expire in November 2011; and

**WHEREAS**, the City Council of the City of South Pasadena called a Special Municipal Election to be held on November 8, 2011, for the purpose of the election of a City Treasurer for the unexpired term of office in which a vacancy was created and that ends November 2013; and

**WHEREAS**, it is desirable that the General and Special Municipal Elections be consolidated with the School election to be held on the same date and that within the city the precincts, polling places and election officers of the elections be the same, and that the county election department of the County of Los Angeles canvass the returns of the General and Special Municipal Elections and that the elections be held in all respects as if there were only one election.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the School election on Tuesday, November 8, 2011, for the purpose of the election of three Members of the City Council, for the term of office that ends November 2011.

**SECTION 2.** That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a Special Municipal Election with the School election on Tuesday, November 8, 2011, for the purpose of the election of a City

Treasurer, for the term of office in which a vacancy was created and which ends November 2013.

**SECTION 3.** That the county election department is authorized to canvass the returns of the General and the Special Municipal Elections. The elections shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

**SECTION 4.** That the Board of Supervisors is requested to issue instructions to the county election department to take any and all steps necessary for the holding of the consolidated election.

**SECTION 5.** That the City of South Pasadena recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

**SECTION 6.** That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the county election department of the County of Los Angeles.

**SECTION 7.** That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED ON** this 15<sup>th</sup> day of June, 2011.



Mike Ten, Mayor

**ATTEST:**

  
Sally Kilby, City Clerk

**APPROVED AS TO FORM:**

  
Richard L. Adams II, City Attorney

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day June, 2011, by the following vote:

**AYES:** Cacciotti, Putnam, Schneider and Mayor Ten

**NOES:** None

**ABSENT:** Sifuentes

**ABSTAINED:** None

  
\_\_\_\_\_  
Sally Kilby, City Clerk

**RESOLUTION NO. 7161**

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OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
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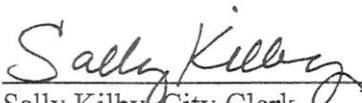
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Mike Ten, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

  
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**AYES:** Cacciotti, Putnam, Schneider and Mayor Ten

**NOES:** None

**ABSENT:** Sifuentes

**ABSTAINED:** None

  
\_\_\_\_\_  
Sally Kilby, City Clerk

**RESOLUTION NO. 7162****A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
ADOPTING REGULATIONS FOR CANDIDATES FOR  
ELECTIVE OFFICE PERTAINING TO CANDIDATE'S  
STATEMENTS SUBMITTED TO THE VOTERS  
AT AN ELECTION TO BE HELD ON  
TUESDAY, NOVEMBER 8, 2011**

**WHEREAS**, §13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidates statement.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1. GENERAL PROVISIONS.** That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of South Pasadena on November 8, 2011, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

**SECTION 2. FOREIGN LANGUAGE POLICY.**

- A. Pursuant to the Federal Voting Rights Act, candidate's statements will be translated into all languages required by the County of Los Angeles. The County is required to translate candidate's statements into the following languages for South Pasadena: Spanish and Chinese.
- B. The County will print and mail sample ballots to all voters in English. If the candidate submits a candidate's statement for the sample ballot, the County can include a Spanish translation of the statement—if the candidate requests this. Otherwise, a Spanish-language sample ballot

and candidate's statement will be sent to those on the County voter file as having requested a sample ballot in Spanish.

- C. The County will mail separate sample ballots and candidate's statements in Chinese to only those voters who are on the County voter file as having requested a sample ballot in Chinese. The County will make the sample ballots and candidate's statements in the required languages available at all polling places, on the County's website, and in the Election Official's office.

### **SECTION 3. PAYMENT.**

A. Translations:

1. The candidate shall not be required to pay for the cost of translating the candidate's statement into Spanish and Chinese pursuant to Federal and/or State law.

B. Printing:

1. The candidate shall be required to pay for the cost of printing the candidate's statement in English in the main voter pamphlet.
2. The candidate shall be required to pay for the cost of printing the candidate's statement in Spanish in the main voter pamphlet.
3. The candidate shall not be required to pay for the cost of printing the candidate's statement in Spanish or Chinese in the facsimile voter pamphlet.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidates' statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

### **SECTION 4. MISCELLANEOUS.**

- A. All translations shall be provided by professionally-certified translators.
- B. The City Clerk shall allow bold type, underlining, capitalization, hyphens, and other styles to the same extent and manner as allowed by the County Registrar-Recorder/County Clerk for ballot enclosures.

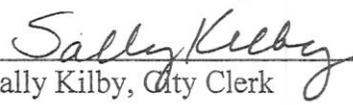
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**NOES:** None

**ABSENT:** Sifuentes

**ABSTAINED:** None

  
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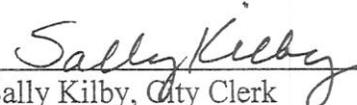
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**NOES:** None

**ABSENT:** Sifuentes

**ABSTAINED:** None

  
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Sally Kilby, City Clerk